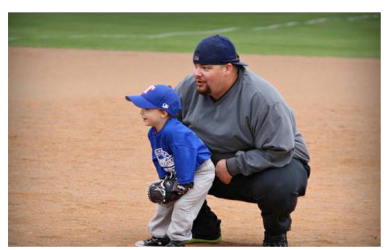
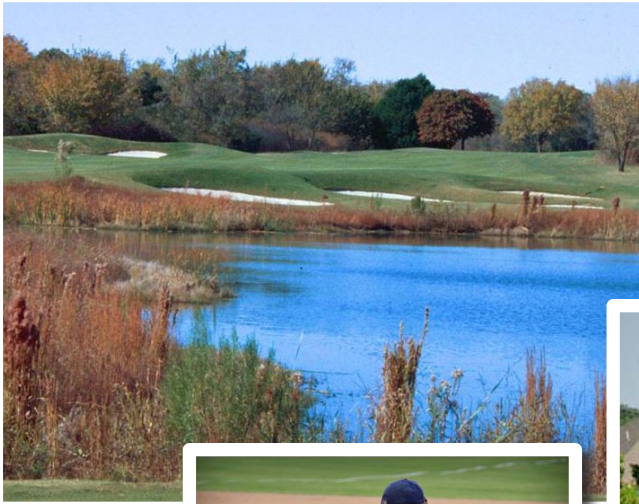


The City of Arlington, Texas, announces an outstanding career opportunity  
for the

# ***Director of Parks and Recreation***



## THE COMMUNITY

The City of Arlington (pop. 373,698), now the seventh largest city in Texas, is seeking an innovative and results oriented executive to join the Leadership Team as the Director of Parks and Recreation.

Located in the Dallas/Fort Worth Metroplex, Arlington is a full-service city supported by a total budget of \$431 million and a full-time staff of 2,477. With a land area of approximately 100 square miles, Arlington is easily accessible by highway, rail and air.

The City of Arlington offers superior, affordable housing; an outstanding park and linear trail system; educational excellence in our local schools (served by four Independent School Districts: Arlington, Kennedale, Mansfield, Hurst/Euless/Bedford), the Tarrant County College Southeast Campus, and is home to the University of Texas at Arlington. Arlington has a diverse local economy evidenced by our major employers; General Motors, Texas Health Resources, AmeriCredit, Siemens, Lear, Aetna and Chase Bank. Arlington is a regional destination for retail shopping as well.

The City's Entertainment District hosts premiere attractions including amusement parks, the Texas Rangers Baseball Club and Cowboys Stadium, drawing over 6.8 million visitors a year. In close proximity to DFW Airport, Dallas and Fort Worth, residents have access to world-class orchestras, theaters, and some of the finest museums in the world, all within a 30 minute drive.

Arlington's Vision: A pre-eminent city, providing an exemplary, safe environment to live, learn, work, and play. To learn more about the City of Arlington, visit the City's website at [www.ArlingtonTX.gov](http://www.ArlingtonTX.gov).



## CITY GOVERNMENT

The City of Arlington operates under the Council-Manager form of government. The City has eight Council members and a Mayor. Five of the Council members are elected from geographic districts, three are elected at-large, and the Mayor is also elected at-large. The Council appoints the City Manager, City Attorney, City Auditor and Municipal Judges. Deputy City Managers and Department Directors are appointed by the City Manager. Directors are responsible for the oversight of day-to-day operations including decision making, community relations for their area of responsibility, national and regional association representation, and as an important contributor to city strategic planning and budgeting.

The City Manager's Office is organized into three Service Teams: Neighborhood Services; Economic Development and Capital Investment; Strategic Support. Each division is overseen by a Deputy City Manager. The Director of Parks and Recreation reports to the Deputy City Manager for Neighborhood Services, and is an integral member of the Leadership Team.



## CITY OF ARLINGTON CHALLENGES AND BUDGET HIGHLIGHTS

Arlington is consistently ranked as one of the best managed cities in the nation. The City has continued to implement a conservative approach to budgeting, strategically investing and maintaining strong fund balances and reserves during years of economic challenges. As a result, we are a financially stable municipal corporation. The City's general fund and revenue funds hold high bond ratings. Increased operating costs, employee health insurance and pension costs, as well as maintaining and improving our infrastructure will present budgeting opportunities for the coming fiscal years.

The Parks and Recreation Department is uniquely positioned with its Performance Fund exceeding 94% cost recovery in 2012. Performance Fund programs include athletics, centers, aquatics, tennis, golf and rental services. The department also benefits from natural gas royalties associated with park land, and is currently implementing projects with gas revenue exceeding \$3 million. The Parks and Recreation Department is also implementing projects authorized in a 2008 Park Bond Proposition. Bond sales associated with this election will continue through 2015.



### Vision Statement

Arlington is a vibrant city that enjoys a high quality of life through great parks and exceptional recreational opportunities. These services provide a foundation for the physical, social, economic and environmental viability and well-being of the community.

### Mission Statement

The mission of the Arlington Parks and Recreation Department is to provide quality facilities and services that are responsive to a diverse community and sustained with a focus on partnerships, innovation and environmental leadership.

### Parks and Recreation Board

The Parks and Recreation Board is a nine member board appointed by Mayor and City Council to serve in an advisory capacity concerning the acquisition, maintenance, operation and use of parks, playgrounds and open spaces within the City of Arlington. As staff to the Parks and Recreation Board, the Director is responsible to work closely with the board members regarding a variety of issues and in reviewing parks renovations and planning.

## THE DEPARTMENT OF PARKS AND RECREATION

The Arlington Parks and Recreation Department manages an outstanding park and trails system that includes 90 parks, 82 sports fields, 49 playgrounds and 48 miles of trails. Major facilities include:

- 5 recreation centers, including 2 senior centers
- Elzie Odom Athletic Center
- Meadowbrook and Bob Duncan Center (event/rental facilities)
- 6 outdoor pools and the Hugh Smith Indoor Pool
- Arlington Tennis Center
- 4 golf courses, 3 18-hole and 1 9-hole
- River Legacy Parks
- RLP Living Science Center
- Lake Arlington

The system includes a 1,200 acre floodplain forest and 9 miles of trail known as River Legacy Parks. This premiere park is part of the long-term vision for a 75 mile wide Dallas-Fort Worth Metroplex trail system, and is home to the Living Science Center.

The system also includes four distinctly different golf courses catering to players of all experience levels. Our most renowned course, Tierra Verde Golf Club, was the first golf course in the Texas and first municipal course in the world to be certified as an Audubon Signature Sanctuary. Opened in 1998, it is carved from 250 acres of secluded terrain offering a variety of natural settings and an outstanding playing experience. Tierra Verde is also home to the Ventana Grille, an exceptional restaurant for golfers, catered events or just to enjoy a meal prepared by our executive chef Luigi Cinelli.

The Parks and Recreation budget responsibility includes a General Fund budget appropriation of almost \$14 million and a Performance Fund appropriation of over \$11 million. The capital program includes park bonds, gas revenue, park fees and grants, and totals approximately \$5 million annually. The department currently has 170 authorized full-time positions, and typically employs as many as 700 part-time and seasonal positions each year.



## PROJECTS, CHALLENGES AND OPPORTUNITIES

The Parks and Recreation Department has an exciting and aggressive work plan, including several master planning initiatives that will have long-term implications. In FY 2013, planning initiatives include renovations to the Parks, Recreation and Open Space Plan, a program assessment for replacing the Hugh Smith Recreation Center, a renovation plan for the Ditto Golf Course, and a youth strategy assessment. The capital program is aggressive, and includes funding for linear park trail construction, a major skate park, expansion of Rush Creek Linear Park, replacement of the Richard Simpson Park lake room, phase two of the MLK Sports Center, and a variety of park renovation projects. Of particular significance is the Park and Recreation Department's role in addressing the challenges and opportunities that come with managing linear parks and storm water related issues. This includes long term planning and project implementation addressing trails, ecosystem restoration, drainage and erosion control improvements, and wildlife management. The Department is the lead on Johnson Creek restoration and maintenance initiatives in the Entertainment District. These responsibilities are of critical importance to economic development efforts and neighborhood integrity.

Parks and Recreation has focused in recent years on cost recovery, community partnerships and capital maintenance. Cost Recovery Policy recommendations were implemented this past year, including organization changes that place a greater focus on marketing and rental services. The department has significant opportunity to leverage resources in these areas for program growth and cost recovery improvement. Community partnerships have increased ownership in the parks system and significant growth in volunteer support, including the recent formation of a Keep Arlington Beautiful Board. Maintaining the department's momentum in this area is another significant opportunity for stretching resources.

The City has been able to capitalize on revenue from natural gas leases, investing significant resources in the renovation and upgrading of aging park facilities. The department is currently implementing asset/work management software that will further advance efforts to prioritize resources for park system investments. Funding for major facility renovations and expansion is an existing challenge that must be resolved.

Parks and Recreation is an integral part of the City's strategies for strengthening neighborhoods and supporting economic development, and will work closely with other City departments to advance Forestry and Beautification and other initiatives that support these strategies.

## IDEAL CANDIDATE

The ideal candidate will be a results-driven professional, with a proven track record of achievement in park design and planning, recreational program development, performance fund management and golf operations at the local or regional level. The successful candidate for this position must possess a high level of technical expertise combined with strong interpersonal skills – both are critical to the success of the department and the City. As a leader in the City and the Region, the Director of Parks and Recreation must have a passion for providing exemplary programs and services to their community and the ability to inspire and motivate a diverse staff.

In addition, the ideal candidate will have the following personal characteristics:

- A strong administrator and financial manager with excellent leadership qualities;
- Exceptional interpersonal skills; demonstrated ability to interact effectively at all levels of the organization, conduct presentations, meet with local officials, citizens and regional professionals;
- Ability to interpret and present capital plans and concepts clearly and convincingly either during oral presentations or in written reports;
- Demonstrated technical expertise in maintaining oversight of a variety of projects and programs including planning, construction, and operational issues;
- Creative and innovative in the use of limited financial and human resources; and
- Possess strong strategic thinking and planning skills.

A minimum of seven years related progressive managerial experience in parks, recreation and golf operations including supervision of projects and staff is required. A Bachelor's degree in Public Administration or a related field of study is required, a Master's degree and certification as a CPRP is preferred. Candidates with a combination of experience and education will be considered. A Class C Texas Operators License is required.



## COMPENSATION AND BENEFITS

The City of Arlington offers a competitive starting salary range of \$120,000 to \$135,000. As an Executive, the benefit package includes a variety of insurance programs (health, dental, vision, disability, life and employer sponsored executive life insurance), 0 savings programs (401K deferred compensation program with an employer matching contribution, 457 deferred compensation program with an employer contribution, and/or Roth IRA), retirement through the Texas Municipal Retirement System (a hybrid plan with a 2x employer match that offers a lifetime annuity after vesting and guaranteed return), paid time off through both sick leave accrual and vacation accrual, 11 paid holidays, and an executive car allowance. City of Arlington employees do not contribute to the social security system (but do contribute to Medicare) and the State of Texas does not levy a state income tax.

Residency within the City of Arlington is required, and the reimbursement of relocation expenses will be included as part of the compensation package.

## APPLICATION AND SELECTION PROCESS

To apply, visit [www.bobmurrayassoc.com](http://www.bobmurrayassoc.com) and follow the prompt to apply online by creating an applicant profile. **Filing deadline: April 8, 2013.** Resumes will be screened according to the qualifications outlined above. Screening interviews with the most qualified applicants will be conducted by Bob Murray & Associates in order to determine a select group of finalist candidates who will be asked to provide references; references will be contacted only following candidate consent. Finalists will complete a thorough interview and background investigations process to include verification of all credentials, experience, pre-employment criminal background check, credit evaluation and motor vehicle review. Final interviews will be held in the City of Arlington. Candidates will be advised of the status of the recruitment following the selection of the Director of Parks and Recreation. Questions regarding this recruitment may be directed to **Ms. Renee Narloch, Vice President, Bob Murray & Associates**, at [info@bobmurrayassoc.com](mailto:info@bobmurrayassoc.com) or call 850-391-0000.